

November ICC Report First Steps Program Evaluator

Evaluators have been involved with data collection for the OSEP State Performance Plan, participated in local meetings with providers and Technical Assistant Team Staff, and assisting Central Office with review of reports and policies.

The following is an overview of the activities for evaluators since the last ICC meeting in September 2005. Information includes August and September 2005.

Potential Training Issues:

- ◆ Providers not receiving referrals and necessary Paperwork from Points of Entry and Primary Service Coordinators
- ◆ Not completing the IFSP correctly
- ◆ RBI
- ◆ Family Fee information and how it is shared with families
- ◆ Therapists need training on how to implement the consultative model
- ◆ Utilization of the Delay Ranking Scale
- ◆ Utilization of Sensory Integration Therapy by IFSP team members and training.
- ◆ PSC's need to be reminded of regulatory case load limits
- ◆ Transition Planning
- ◆ Use of SLP or TDHH for 5 area assessments

Potential Family Issues:

- ◆ Importance of confidentiality of information in the children's record
- ◆ Completion of the RBI and its use in developing the IFSP

Reviews:

- ◆ 41 providers reviewed.

Potential # of families impacted through Review process

- ◆ Was 1437 families. This number is the number of children an agency billed for within a six month period.

Action Plans approved:

- ◆ There were 19 action plans approved with 7 being sent back to the agency for additional information.

Review reports written:

- ◆ 23 Review reports were written during this period.

Complaints

- ◆ A total of nine informal complaints were received by the Evaluators. One of the complaints was filed by a family regarding family share fee.

Complaints resolved with partial review: 0

Complaints still processing: 6

Attendance at meetings:

- ◆ PSC Orientation Training
- ◆ State Staff meetings
- ◆ DEIC Meetings
- ◆ Regional Transition Training Planning meeting
- ◆ PSC Quarterly Meeting
- ◆ KIPDA POE Retreat
- ◆ SPP Workgroup
- ◆

Travel

- ◆ There were a total of 45 travel days and 14 overnight visits with a total mileage of 6,310 miles for August and September for 6 Evaluators. One Evaluator had local vicinity travel.

Other duties assigned: These duties involves volunteering and/or assigned by Central Office staff.

- ◆ Compiling Data for the State Performance Plan (SPP)
- ◆ Attended/Participated in the Infant Toddler Conference
- ◆ OSEP Data Collection for the SPP.
- ◆ Crosswalk State and Federal Regulations for SPP
- ◆ Assisted local POE with completion of CBIS survey of cases over 45 days